

# CalPERS Education Center Agenda

- CalPERS Web-Site
- Demo / How to Enroll in a Class
- CEC Online Classes for Schools
- Instructor Led Classes
- Class Description
- Automated Communications Exchange System (ACES)

# CalPERS Education Center



#### CalPERS News

#### Our Latest Video: These Modern Times

Check out our <u>video</u> that explores my|CalPERS. Learn about upcoming priorities for 2008 and get an update on the Public Employee Post-Employment Benefits Commission. Plus, watch a

Reflects market value, as

of market close on 06-11-



### CalPERS Education Center



#### Deciding Which Class to Take

Before you get started, view class descriptions and the subjects they cover.

#### Select a Class

Choose a class and enroll online. Then take your class online or in the classroom. Instructor-led classes are offered through our eight Regional Offices.

#### Register for a Benefit Fair

Register your employees to attend CalPERS Benefit Fairs offered throughout the State, throughout the year.

#### **View Your Activity & History**

Get status on your latest activities scheduled with CalPERS, View classes you have scheduled to attend, change or cancel your enrollment, and download education materials all from your personalized View My Activity & History page.

#### CalPERS Education Center Video

Watch our video for an instant tour of the CalPERS Education Center's Features. See the possibilities and choose the options that work for you.

#### **Learn More & Get Answers**

View our library of resources to help answer any questions you may have about the CalPERS Education Center. Get important information, additional resources -- even special quick tips for preparing and learning with each service offered in our Education Center.

- California Employers' Retiree Benefit Trust Fund

#### ▼ Shortcute

- Help Guide Demo - Ethiologer New
- Employer
- Contribution Rates
- Circular Letter Search
- Employer eBulletin

#### View All >>

#### ▼ Upcoming Events

- Advisory Committee Meetings
- Disability Retirement Workshops
- Health Benefits Constituent Work Group
- Board & Committee Meeting Calendar & Agendas

#### With CalPERS? Benefit Programs &

Contracting Services

Part-Time California National Guard Membership

Administration & Reporting

Register for a Benefit

View Your Activity &

CalPERS Education Center Video

Learn More & Get

ACES & Other Online

GASB 45 and California Employers' Retiree Benefit Trust Fund

Interested in Contracting

History

Answers

Services

Actuarial, Risk Pooling, & GASB 27 Information

Circular Letters

Sign Up For CalPERS Employer eBulletin

Policies & Procedures

Employer Education & Events



# View Demo

## **CEC Online Classes for Schools**

- Membership
- Contracts
- Payroll Listing
- The Importance of Accurately Reporting Payroll
- Special Compensation
- Employer's Role in Employee Benefits
- Online Tools and Resources



## **Instructor Led Classes**

- Retirement Readiness
- Retirement Choices
- Retirement Security
- Planning Your Retirement
- Completing Your Retirement Application
- Disability Retirement Workshop
- Employer Education Workshops
- ACES Training
- Annual Employer Educational Forum



# School Employer Workshops

Topics covered in this class include:

- How to Contact CalPERS
- Contract Provisions
- Membership
- Special Compensation
- Payroll
- Benefits
- Other CalPERS Programs

Contact your County Office of Education to schedule training



# **Automated Communications Exchange System** (ACES)

Learn how to use ACES right at your own desk, with the help of our online training materials.

### \*ACES User Account Maintenance\*

ACES Account Administrators: Are you interested in having control of your agency's ACES User Accounts? ACES Account Administrators can gain knowledge how to set up and maintain User Accounts.

- 1. Add a new user
- 2. Modify an existing user's account access
  - 3. Unlock an account
  - 4. Reset a password
- 5. Disable an account (and delete user from agency list)

# Customer Education

## \*Online forms\*

Agencies are required to keep copies of the required security forms completed for each user on file in a secure work site location. CalPERS may audit your agency to ensure compliance. The required security forms are:

### Add a User

All your new users must sign a CalPERS Employer User Security Agreement (AESD-43) and submit it to the Account Administrator.

### Delete a User

When your employee will no longer use ACES, your Account Administrator must complete and submit to CalPERS a Delete ACES User Access form (AESD-42).

Any ACES questions?